

Special Board Meeting

Monday, August 10, 2026 7:00 PM

District Board Room, 1000 Union Street, Lehighton, PA 18235

1. Opening Exercises	Speaker (s) : Board President
1.1. Call to Order	Speaker (s) : Board President
1.2. Opening Exercises	Speaker (s) : Board President
1.3. Roll Call	Speaker (s) : Board Recording Secretary
1.4. Purpose of Special Meeting	Speaker (s) : Board President
1.5. Public Comment - <i>Only on the Board's Proposed Approval of the Agenda as Presented or as Modified</i>	Speaker (s) : Board President
1.6. Approval of Agenda	Speaker (s) : Board President
1.7. Public Comment - <i>Traditional Public Comment Period on Agenda Items Only</i>	Speaker (s) : Board President
2. Action Items	Speaker (s) : Board President
2.1. LAESPA CBA 2026-2030	
2.2. Candidates for Employment	
2.3. Mentors for New Professional Staff	
3. Communications	Speaker (s) : Board President
3.1. Public Comment	Speaker (s) : Board President
3.2. Adjournment	Speaker (s) : Board President

AGREEMENT
BETWEEN
LEHIGHTON AREA SCHOOL DISTRICT
AND
**LEHIGHTON AREA EDUCATIONAL SUPPORT PERSONNEL
ASSOCIATION, ESPA/PSEA/NEA**
DATE:
JULY 1, 2026 - JUNE 30, 2030

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PREAMBLE

This Agreement entered into this _____ day of _____, 20____ by and between the Lehigh Area School District Board of Education, hereinafter called the "Board", and the Lehigh Area Educational Support Personnel Association, ESPA/PSEA/NEA, hereinafter called the "Association."

The parties agree to work in harmonious relations to provide the best educational opportunities for the students. The employer shall treat all employees with dignity and respect. The employer agrees that employees shall participate in negotiations without loss of time or pay.

The Association shall inform the employer, in advance, which employees shall participate.

WITNESSETH:

Whereas, the parties have reached certain understandings which they desire to confirm in this Agreement. In consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I - RECOGNITION

The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning wages, hours, and other terms and conditions of employment for all full-time and regular part-time employees in the bargaining unit certified by the Pennsylvania Labor Relations Board at PERA-R-2141-C, as amended. The Unit as amended consists of: all full-time and regular part-time non-professional employees included but not limited to 10/12 Month Secretaries, Central Office Coordinators, *Utility Custodians*, *Lead Utility Custodians*, *Custodians*, *Paraprofessionals*, Network Analysts, Lead Network Analyst, Licensed Nurses, Behavioral Support Interventionists, Behavioral Technicians, Head Cooks, Full-Time Cafeteria Staff, Part-Time Cafeteria Staff, and Part-Time Cleaners; and excluding Building Principals, Central Office Administrators, Confidential Secretaries/Administrative Assistants to Central Office Administrators, administrative secretary to the business manager Human Resources/Business Affairs Coordinator, Psychologists, Accountant, confidential secretary to the Assistant Superintendent/Superintendent,—Part-Time Lunch Aides, Part-Time Police Officers and Security Guards as defined in the Act. The parties agree to cooperate in submitting a Unit Clarification to the Pennsylvania Labor Relations Board to ensure that the NISI order accurately reflects the agreed-upon make-up of the bargaining unit.

Full-time employees referred to in this Agreement shall be those employees normally scheduled to work more than twenty-nine (29) hours per week. Full-time positions under this agreement refer to the following:

- a. 10/12 month secretaries
- b. Central Office Coordinators
- c. Utility Custodians
- d. Lead Utility Custodians
- e. Custodians
- f. Paraprofessionals
- g. Network Analyst
- h. Lead Network Analyst
- i. Licensed Nurses
- j. Behavioral Support Interventionist
- k. Behavioral Technician
- l. Head Cooks
- m. Full-Time Cafeteria Staff

Part-time employees referred to in this Agreement shall be those employees normally scheduled to work twenty-nine hours or less per week. Part-time positions under this agreement refer to the following:

- a. Part-time Cleaners
- b. Part-time Cafeteria Staff

ARTICLE II - TERM OF AGREEMENT

The term of this Agreement shall begin on July 1, 2026, and shall continue in full force and effect until June 30, 2030, or until such later date as the two parties may hereinafter agree is to be the extended ending date. Any such extended date shall be evidenced by an amendment to the Agreement, to which amendment both parties shall signify their approval by affixing their signatures thereto.

ARTICLE III - WAGE AND SALARY PROVISIONS

The parties agree that wages and salary provisions to be effected by this Agreement are accurately reflected In Appendix A made a part of this Agreement, and that the wages and salaries set forth In Appendix A shall remain in force for the period of this Agreement.

In the event that the term of this Agreement shall be extended as provided in Article II above, and in the event that such mutually agreed upon changes result as a condition of such an extension, then a revised Appendix A shall be executed by the parties and attached to and made a part of this Agreement.

ARTICLE IV - OTHER ECONOMIC BENEFITS

The parties agree that other economic benefits to be provided under this Agreement are accurately reflected In Appendix B attached to and made part of this Agreement.

Any changes in Other Economic Benefits to which the parties may agree conditioned upon a change In the term of this Agreement, as provided in Article II, shall be evidenced by a revised Appendix B which shall be executed by the parties and attached hereto and made part of this Agreement.

ARTICLE V - NON-ECONOMIC BENEFITS

The parties agree that non-economic benefits to be provided under this Agreement are accurately reflected in Appendix C attached and made part of this Agreement. In the event that the term of this Agreement shall be extended as provided In Article II above, and in the event that such mutually agreed upon changes result as a condition of such an extension, then a revised Appendix C shall be executed by the parties and attached to and made part of this Agreement.

ARTICLE VI - WAIVERS

The parties agree that all negotiable items have been discussed during the negotiations leading to this Agreement, and that no additional negotiations on this Agreement will be conducted on any item, whether contained herein or not, during the life of this Agreement, except by mutual consent.

ARTICLE VII - RIGHTS OF EMPLOYEES

A. Accrued Earnings

Any accrued or deferred earnings will be paid to any employee who is suspended pending charges in the event that the charges against him/her are dismissed and/or found in their favor. Notwithstanding the foregoing, any bargaining unit member who is wrongfully suspended. will still have the obligation to attempt to mitigate damages by exercising reasonable efforts to secure employment consistent with Pennsylvania Law.

B. Required Meetings or Hearings

Whenever any employee is required to meet with the Board or any representative of the Board concerning any matter which may adversely affect the employee's status, the employee shall be given reasonable prior written notice of the time and nature of the meeting and shall be entitled to have an Association representative and/or legal counsel present.

C. Personnel File

Any employee shall have the right to review the contents of their official personnel file at reasonable times. The employee will be provided with a copy of any derogatory material placed in the file and will have the opportunity to place a rebuttal in the file.

ARTICLE VIII - ASSOCIATION RIGHTS

A. Membership Dues Deduction

The Board agrees to deduct dues and assessments for the Lehigh Area Educational Support Personnel Association, ESPA/PSEA/NEA and affiliates from the wages of members of the Association as authorized by the individual.

The Association will inform the business office thirty (30) days prior to when deductions are to begin of the amount and number of deductions to be made, The Board will forward to the Association the previous month's deduction during the first week of the subsequent month.

B. Maintenance of Membership

Employees who are members of the Association on the effective date of this Agreement or who become members during its term will be subject to maintenance of membership as defined in Act 195.

C. Association Leave

The President, and/or their designee, shall be granted up to five (5) days of paid Association leave time. Additionally, up to three (3) days may be granted by the Superintendent to conduct necessary Association business. At no time will leave be granted for more than 2 employees at the same time.

D. Use of Facilities

The Association may conduct meetings and normal union business on school facilities. The Association will be granted reasonable time on the opening day agenda.

ARTICLE IX - HOURS OF WORK

A. Secretaries

1. The normal workday for secretaries employed twelve (12) months (260 days less designated holidays), unless otherwise mutually agreed upon between the employee and supervisor, shall be eight (8) hours, including a one (1) hour unpaid lunch period. Business hours during the school term will be between 7:00 am and 4:00 pm. Scheduled starting and ending times for each 12 month secretary shall be selected by those affected at the site. Failing agreement among the employees, the supervisor shall assign. Scheduled hours for each employee once established shall be in effect for the work year. Summer hours shall be seven (7) hours during the summer including a one (1) hour unpaid lunch period. Business hours during summer will be between 7:00 a.m. and 3:00 p.m. Summer hours will begin on the Monday after the last student day. Regular school hours will begin on the Monday of the week of the first employee opening day for the current school year. Individual schedules will be for the duration of the summer, unless mutually agreed by both parties.

2. The work day for secretaries employed ten (10) months (201 days less designated holidays), unless otherwise mutually agreed upon between the employee and supervisor, shall be seven and one-half (7 1/2) hours, between the hours of 7:00 am and 3:45 pm, including a one-half (1/2) hour unpaid lunch period. Scheduled starting and ending times for each 10 month secretary shall be selected by those affected at the site. Failing agreement among the employees, the supervisor shall assign. Scheduled hours for each employee once established shall be in effect for the work year.

3. All secretaries will be allowed a fifteen (15) minute break during the work day scheduled with the approval of the immediate supervisor.

4. In any office having two (2) or more secretaries, lunch periods and breaks should be scheduled so as to ensure that at least one (1) secretary is available at all times.

5. During weather delays, 10 and 12 month building secretaries will report 30 minutes before scheduled start time for a 2 hour school delay. During periods of cancellation of school including early dismissal, the Superintendent will excuse staff no later than one (1) hour after students are dismissed. All secretaries will be dismissed no later than one (1) hour after final students are dismissed. If the Superintendent does not announce or post a school closure by 7:30 am, 10-month secretaries shall receive an additional two hours of pay at their hourly rate. If the Superintendent announces a snow day for all school buildings, all 10 and 12 month secretaries are not required to come in for said snow day.

B. Central Office Coordinators

1. The normal work for Central Office Coordinators employed twelve (12) months (260 days less designated holidays.), unless otherwise mutually agreed upon between the supervisor and the employee shall be eight (8) hours, including a one (1) hour unpaid lunch. Business hours during the school year will be between 7:00 am and 4:00 pm. Scheduled starting and ending times for central office coordinators will be based on business needs. Scheduled work hours once established shall remain the same for the work year. Summer hours shall be seven (7) hours including a one (1) hour unpaid lunch. Business hours during the summer will be 7:00am to 3:00pm. Summer hours will begin on the Monday after the last student day. Regular hours will begin on the Monday of the week of the first employee opening day for the current school year. Individual schedules will be for the duration of the summer unless mutually agreed upon by both parties.

2. Central Office Coordinators will be allowed a fifteen (15) minute break during the work day scheduled with the approval of the immediate supervisor.

3. In an office with two (2) or more Central Office Coordinators, lunch periods and breaks should be scheduled so as to ensure that at least one (1) Central Office Coordinator is available at all times.

4. During weather delays, Central Office Coordinators will report 30 minutes before scheduled start time for a two (2) hour school delay. During periods of cancellation of school including early dismissal, the superintendent will excuse staff no later than one (1) hour after students are dismissed. Central office coordinators are required to work when the superintendent announces a snow day, unless the administration offices are closed. If a Central Office Coordinator is unable to report to work due to the weather, then the employee will be required to utilize a personal day, vacation or sick day, or has the option to work from home.

C. Custodians, Utility Custodians, and Lead Utility Custodians

1. The work day for Custodians, Utility Custodians, and Lead Utility Custodians employed twelve (12) months (260 work days less designated holidays), unless otherwise mutually agreed upon between employee and supervisor to begin one-half (1/2) hour earlier shall be defined as follows, first shift: Between 6:00 AM to 3:30 PM, second shift; 10:00 AM-6:00 PM or 2:30 PM to 10:30 PM, and third shift: 10:30 PM to 6:30 AM. First shift hours will include a one-half (1/2) hour unpaid lunch period. All Custodians, Utility Custodians and Lead Utility Custodians will work 7:00 to 2:30 during the summer.

2. All Custodians, Utility Custodians and Lead Utility Custodians will be allowed a fifteen (15) minute break during the workday scheduled with the approval of the immediate supervisor.

3. Work schedules remain the prerogative of the immediate supervisor. In the event shall an employee, except for the floater, be required to work more than two (2) different shifts In any week except during periods of inclement weather.

4. At the discretion of the immediate supervisor, a second and/or third shift may be scheduled. Except in emergencies, employees will be given at least one (1) days notice of any shift change and the District will ask for volunteers before making assignments to such second or third shifts.

5. During inclement weather and/or when otherwise necessary, Custodians, Utility Custodians, and Lead Utility Custodians will be required to report to work as directed by the Director of Operations or their designee. If an employee is unable to report for work due to the weather, then the employee will be required to utilize a personal, vacation or sick day, or comp time. A pay deduction will be made for those employees not having an accrued paid leave option.

6. Custodians, Utility Custodians, and Lead Utility Custodians working second or third shift may elect to take two (2) paid fifteen (15) minute breaks in place of the one half (1/2) hour meal period scheduled with the approval of the immediate supervisor.

7. Custodians, Utility Custodians, and Lead Utility Custodians may be scheduled to check the building on Saturday, Sunday and/or holidays on a rotating basis. In schools where no rotation is possible and the employee does not volunteer for a check, the supervisor may perform the building check or an employee from another building may be offered the work. These employees will be guaranteed at least one (1) hour's pay for each occurrence unless there is a regularly scheduled employee on duty. The provisions of Article XIV B 3 shall not apply to building checks during the time between December 25 and January 1.

8. Should the District contract for grounds maintenance and/or cleaning service, the parties agree that then no current full-time District employee employed as a Custodian, Utility Custodian, and/or Lead Utility Custodian shall lose employment or work hours as a result of such service.

D. Part-Time Cleaners

1. The workday for Part-Time Cleaners, unless otherwise mutually agreed upon between the employee and supervisor, shall be four and one-half (4 1/2) hours as assigned.

2. All Part-Time Cleaners will be allowed a fifteen (15) minute break to be scheduled with the approval of the immediate supervisor. The work year for cleaners will be one hundred ninety (190) days. Extra days will be paid at the per diem rate for cleaners. During inclement weather and/or when otherwise necessary, all Part-time Cleaners will be required to report to work as directed by the Director of Operations or designee.

E. Full-Time/Part-Time Cafeteria Staff/Head Cooks

1. During the term of this contract, current Full-Time and Part-Time Cafeteria Staff will remain employed by the District. There will be one (1) head cook per school building. With the exception of the current middle school head cook, all head cooks will be District employees and members of the bargaining unit. When the currently employed middle school head cook vacates her position for any reason, the position will be in the bargaining unit and filled with a District employee. The workday for Head Cooks shall be determined by the Director of FSMC. Head Cooks must be offered 7 hours of work per workday except on emergency-related early dismissals.

2. Each Full-Time Cafeteria Staff/Head Cook will receive a thirty (30) minute paid lunch period and all cafeteria employees will receive a fifteen (15) minute break during each workday.

3. Lunch periods and breaks should be scheduled by the Director of FSMC and/or Head Cook so as not to interfere with the efficient operation of the cafeteria.

4. When Full-Time/Part-Time Cafeteria Staff are absent from work, their hours shall be offered to regular part-time employees in the building, based on seniority, before they are offered to a substitute employee.

5. The work year for all cafeteria employees will be no less than one hundred eighty-four (184) days. All other days will be paid at the employee's hourly rate. District employees will be offered these days first.

F. Paraprofessionals

1. The normal work day for Paraprofessionals, unless otherwise mutually agreed upon between the employee and supervisor, shall be seven (7) hours, including a one-half (½) hour unpaid lunch period. Normal work hours at all sites will be between 7:00 am and 3:30 pm. Scheduled starting and ending times for each Paraprofessional shall be selected by those affected at the site. Failing agreement among the employees, the supervisor shall assign. Scheduled hours for each employee once established shall be in effect for the work year.

2. The work year for Paraprofessionals shall follow the professional calendar, but shall not exceed one hundred eighty-four (184) days. If additional days are needed, as determined by the administration, they will be paid at the per diem rate for Paraprofessionals.

3. Paraprofessionals shall receive in-service days to be determined by the District.

G. Licensed Nurses

1. A Licensed Nurse will consist of an LPN or an RN.

2. The normal work day for a Licensed Nurse, unless otherwise mutually agreed upon between the employee and supervisor, shall be seven and one-half (7-1/2) hours, including a one-half (1/2) hour unpaid lunch, and a 15 minute paid break. The workday for Licensed Nurses shall not exceed the teacher work day.

3. The work year for a Licensed Nurse shall follow the professional calendar but shall not exceed one hundred eighty-four (184) days. If additional days are needed, as determined by the administration, they will be paid at the per diem rate for a Licensed Nurse.

4. The Licensed Nurse shall receive in-service days training, specific to their field, as determined by the District.

5. The District may, in its sole discretion, immediately terminate any Licensed Nurse who fails to maintain licensing credentials from the Commonwealth of Pennsylvania.

H. Network Analysts

1. The normal workday for Network Analysts employed twelve (12) months (260 days, less designated holidays), unless otherwise mutually agreed upon between the employee and supervisor, shall be eight (8) hours when school is in session, including a one (1) hour unpaid lunch period. Scheduled hours for each employee once established shall be in effect for the work year. Summer hours shall be seven (7) hours during the summer including a one (1) hour unpaid lunch period. Summer hours will begin on the Monday after the last student day. Regular school hours will begin on the Monday of the week of the first employee opening summer day for the current school year. Individual schedules will be for the duration of the summer, unless mutually agreed by both parties.

2. All network analysts will be allowed a fifteen (15) minute break during the work day scheduled with the approval of the immediate supervisor.

I. Behavioral Support Interventionists (BSI)

1. The normal work day for BSI, unless otherwise mutually agreed upon between employee and supervisor, shall be seven (7) hours, including a one-half (1/2) hour unpaid lunch period. The workday for BSI's shall not exceed the teacher workday in length.
2. The work year for BSI shall follow the professional calendar but shall not exceed one hundred eighty-four days (184 days). If additional days are needed, as determined by the administration, they will be paid at the per diem rate.
3. Notwithstanding the normal work hours provided for herein, the Superintendent or Building Principal shall have the prerogative to vary the beginning and ending times for the work day to address matters of weather, safety, or imminent need.
4. Should the District propose to contract for any additional support services, the parties agree that then no current full-time District employee shall lose employment or work hours as a result of such service.

J. Behavioral Technician

1. The normal work day for Behavioral Technicians, unless otherwise mutually agreed upon between employee and supervisor, shall be seven (7) hours, including a one-half (1/2) hour unpaid lunch period. The workday for Behavioral Technicians shall not exceed the teacher workday in length.
2. The work year for Behavioral Technicians shall follow the professional calendar but shall not exceed one hundred eighty-four days (184 days). If additional days are needed, as determined by the administration, they will be paid at the per diem rate.
3. Notwithstanding the normal work hours provided for herein, the Superintendent or Building Principal shall have the prerogative to vary the beginning and ending times for the work day to address matters of weather, safety, or imminent need.
4. Should the District propose to contract for any additional support services, the parties agree that then no current full-time District employee shall lose employment or work hours as a result of such service.

ARTICLE X - SALARIES AND WAGES

- A. Salaries and wages for all employees in the bargaining unit shall be in accordance with Appendix A, attached to and made part of this Agreement, except as set forth in this Article.
- B. Any employee who is temporarily assigned by the District to work in another position or classification shall be paid at the higher of their regular rate or the rate for the new position or classification from the first hour of duty. This paragraph shall not be applied to assignments less than a full day.
- C. Pay days for all employees will be in accordance with the yearly pay schedule. Employees will be paid on a bi-weekly schedule at 26 or 27 equal pays per year effective school year 2024-2025.
- D. Employees will be compensated at one and one-half (1 ½) times their regular rate for all hours worked in excess of forty (40) hours per week.
- E. Employees required to work on designated holidays will be compensated at one and one half (1 ½) times their hourly rate for all hours worked. This will be in addition to their regular holiday pay, except as provided in Article IX, Section B, 3.
- F. Any programs that require additional hours above and beyond the scheduled work day will be paid at the hourly rate and offered to District employees first. If a facility is deemed inoperable, district employees will be transferred to another facility without loss of hours and/or wages.
- G. The District will provide uniforms and shoes to Full-Time Custodians, Utility Custodians and Lead Utility Custodians. The employee's supervisor shall make determination as to when an employee's uniform must be replaced.

H. The District will provide all Full-Time Custodians, Utility Custodians, and Lead Utility Custodians with five (5) sets of uniforms at no cost to the employee. Uniforms must always be worn when on duty. During the summer, Full-Time Custodians, Utility Custodians, and Lead Utility Custodians may wear their own work pants or work shorts and/or t-shirts. Clothing that may be considered a health and/or safety concern, such as oversized, baggy pants or shorts, beltless pants or shorts, and/or pants or shorts that allow undergarments to be exposed are not permitted to be worn. Clothing having messages with double meanings that are suggestive or violent are not permitted. Clothing promoting alcohol, drugs, tobacco, inhalants, political in nature and/or other suggestive images is not permitted. If an employee leaves for any reason, all uniforms must be returned within three (3) workdays. If uniforms are not returned to the District within that period, the cost of the uniforms will be charged to former employee at replacement cost and deducted from their final paycheck. Work shoes will be provided each year to each Full-Time Custodian, Utility Custodian, and Lead Utility Custodian to a maximum allowance of \$100.00. The work shoe will meet safety standards and shall be worn for work. Reimbursement will be provided upon submission of valid receipts. Any cost over \$100.00 will be the responsibility of the employee. If an employee leaves before the end of the probationary period, the actual cost of the shoes not to exceed \$100.00, will be deducted from their final paycheck.

I. The starting rate for cafeteria employees shall be as per terms of this Agreement. Cafeteria employees who report for work will be paid for all hours worked, with a guaranteed minimum of two (2) hours, on days when schools are closed or dismissed early due to inclement weather. Employees who report for work must notify the Head Cook or Director of FSMC of their attendance.

J. The District will provide five (5) sets of uniforms to all permanent cafeteria staff, excluding the Director of FSMC, secretary, and driver/custodian. The Director of FSMC shall make the determination as to when an employee's uniform must be replaced. The District will provide visors or hair nets and aprons to all cafeteria staff. Uniforms must always be worn when on duty.

K. Each year, shoes shall be provided to each permanent cafeteria employee to a maximum allowance of \$100.00. Shoes shall meet safety standards and shall be worn for work. Reimbursement will be provided upon submission of valid receipts. If an employee leaves before the end of the probationary period, the actual cost of the shoes not to exceed \$100.00, will be deducted from their final paycheck.

L. The following payroll deductions will be available to all employees in the bargaining unit

1. Tax Sheltered Annuities
2. Credit Union
3. United Way
4. Payroll Deduction PACE
5. Tuition Assistant Program (Section 529 Plan)
6. Leaf
7. Any other District approved program

M. Overtime assignments will be offered on a rotating seniority basis to ensure equalization among employees in a classification. Such assignments will be offered to employees within the building before being offered to other employees. Only when a specific overtime assignment requires specialized knowledge that a specific employee may have, may the District exercise discretion in offering the overtime assignment using the rotating seniority basis. An employee may decline an overtime assignment, however, such rejection shall be considered as an assignment for equalization purposes.

N. The starting hourly rate for cleaners shall be as per the terms of this Agreement.

O. The Association recognizes as part of the District's mission to educate students that during the summer and after school (work-study), the District may select students to work with and alongside Association personnel to learn and perform vocational and practical tasks, but will not be used to fill vacancies or create new positions.

P. Students may be paid by the District in an amount no less than minimum wage but no more than the starting wage for the Association personnel performing the same task.

ARTICLE XI - EMPLOYEE BENEFITS

A. Seniority:

1. District seniority shall be defined as the total length of an employee's continuous full- time service in the Lehigh Area School District. Classification seniority shall be defined as the length of an employee's continuous full-time service in a job classification. Job classifications shall be those listed in Appendix A, Salary and Wage Schedules.

Classification seniority shall apply only to layoffs, recalls, and transfers within classification

2. Seniority shall not be broken during suspension, furlough, or other approved leave of absence. Seniority shall not accrue during periods of unpaid leave of absence or furloughs in excess of nine (9) months from the date of furlough.

3. Employees shall receive credit for part-time service at the rate of one (1) year of part-time service equaling one-half (1/2) year of full-time service. For purposes of crediting this, the employee must work ninety-five percent (95%) of their scheduled work year. When taking a full-time position, the years of service for salary placement will only transfer if in the same classification.

4. The District will provide the Association with a seniority list of all employees in the bargaining unit during the month of October of each year.

5. All new employees shall be on probation for the first Twenty (20) work days of their employment, prior to which they may be summarily dismissed by the School District without challenge but the union may represent said employee(s) in the handling of grievances other than those pertaining to dismissal; but such grievances, however, shall not be subject to arbitration.

6. Upon completion of the probationary period, seniority will be credited to the employee retroactive to the employee's date of hire.

B. Vacancies

1. A vacancy shall be defined as a job opening due to resignation, death, permanent retirement, termination, newly created position, transfer or leave of absence for twelve (12) months or more.

2. The District will post notification of all vacancies no less than seven (7) working days before it is filled.

3. Current employees will be given consideration of all vacancies within the bargaining unit. When qualifications are substantially equal among Internal applicants, preference will be given to the most senior.

4. When an employee bids on and successfully achieves a position under a different classification, that employee shall be placed at the starting salary of the new position classification. In the event the employee is above the starting salary of the new position, that employee will be given an increase equal to the percentage difference between starting salaries. (Ex. Employee A is a custodian with a current salary of \$17.00/hour. Employee A is promoted to Lead Custodian which has a starting salary of \$16.00/hour. Employee A is given a percentage increase calculated as Starting salary Lead Custodian \$16.00-Minus the Starting salary of the Custodian \$15.00 Divided by the Starting salary of the custodian \$15.00. In this example $(\$16-\$15)/\$15=6.6\%$ increase. The new starting salary for the promoted employee A would be $\$17 \times 6.6\% = 18.12/\text{hour}$.)

5. The School District shall not be prohibited from hiring qualified persons from outside the bargaining unit to fill any vacancy for which there are no qualified internal bidders as determined by the School District. The School District may train employees where applicable.

C. Transfers

1. Employees may request a transfer to another job whenever a vacancy occurs. Such a request will be submitted in writing to the Superintendent or designee. When qualifications are substantially equal among applicants, preference shall be given to the most senior. In the event the District finds no qualified candidates, the District may choose to train an employee. The decision to fill the position will be at the discretion of the District,

2. An employee who is promoted and/or transferred must serve a probationary period of twenty (20) working days but will maintain full rights and privileges of this Agreement during said period.

3. If it is determined by either the administration or the promoted/transferred employee that the employee is unable to perform the duties of the new position, the employee will be returned to their former position without prejudice or challenge.

4. Administrative transfers of staff shall have a purposeful meaning and be in the best interest of the District as determined at the discretion of the School District. Following an administrative transfer, the employee so involuntarily transferred shall be given the opportunity to apply for future vacancies for which the transferred employee applies.

D. Layoff and Recall

1. In the event it becomes necessary to layoff employees, they shall be laid off in order of least seniority within the affected classification.

2. An employee to be laid off shall be permitted to "bump" an employee with less classification seniority in the previous job classification most recently held by the employee to be laid off.

3. Recall and furloughed employees shall be in the reverse order of layoff; that is, the last employee laid off shall be the first recalled to a vacancy in their job classification.

4. An employee who "bumped" into a different classification shall be offered the first vacancy which occurs in the classification from which he/she was laid off.

5. No new employee will be hired in any job classification until all laid off employees in that job classification have been recalled or have waived or forfeited their rights to recall. The right to recall will be forfeited if the employee refuses or fails to respond to the offer within five (5) days, unless otherwise agreed by the Board, to a position which is the same as or substantially equivalent to that from which the employee was laid off.

6. Eligibility for recall shall be conditioned upon the employee providing annual written notification to the Board, on the anniversary date of the layoff, of their current address and availability for work, it shall be the responsibility of the laid off employee to notify the Board of any change of address.

E. Retirement Benefits

1. RETIREES WITH LESS THAN FIFTEEN YEARS OF CONTINUOUS SERVICE:

Upon retirement from Leighton Area School District, each bargaining unit member with less than fifteen continuous years of service, shall be entitled to a monetary contribution to an account established in the employee's name with a District-approved 403(b) provider for the benefit of the Employee. The amount of the contribution shall be \$100.00 for each continuous year of the Employee's service in the District, plus \$75.00 per day of unused sick leave accumulated by the Bargaining Unit Member.

2. RETIREES WITH AT LEAST FIFTEEN YEARS OF CONTINUOUS SERVICE:

Upon retirement from Leighton Area School District, each bargaining unit member with at least fifteen continuous years of service, which fifteen years must be immediately preceding retirement, shall be entitled to a monetary contribution to an account established in the employee's name with a District-approved 403(b) provider for the benefit of the Employee. The amount of the contribution shall be \$100.00 for each year of the Employee's service in the District.

In addition to this deposit, each retiree qualified under this section shall elect one of the following retirement benefit options:

a. 403(b) deposit: an additional monetary contribution to the established 403(b) account representing \$75.00 per day of unused sick leave accumulated by the Bargaining Unit Member. OR

b. Healthcare at no cost with possible 403(b) deposit:

i. A bargaining unit member may convert unused sick days available as of date of retirement to retiree healthcare coverage in the District's medical, dental and vision plans, at no cost in exchange for 6.25 sick days per month (or 75 sick days per year).

ii. This benefit is available to the retiring employee only and not offered to spouses.

iii. Coverage will continue until the earliest of the following to occur: the employee exhausts unused sick days; the employee attains the age of sixty-five (65); or the death of the employee.

iv. If the employee has unused sick days remaining when coverage ends, and if that date is within five (5) years of the date of retirement, the District will make a monetary contribution to an account established in the employee's name with a District-approved 403(b) provider for the benefit of the Employee in the amount of \$75.00 per day of the remaining unused sick leave accumulated by the bargaining unit member. OR

c. Healthcare requiring employee financial contribution with possible 403(b) deposit:

i. A bargaining unit member may convert unused sick days available as of date of retirement to retiree healthcare coverage in the District's medical, dental and vision plans, at a cost of \$125.00 per month in exchange for 4.16 sick days per month (or 50 sick days per year).

ii. This benefit is available to the retiring employee only and not offered to spouses.

iii. Coverage will continue until the earliest of the following to occur: the employee exhausts unused sick days; the employee attains the age of sixty-five (65); or the death of the employee.

iv. If the employee has unused sick days remaining when coverage ends, and if that date is within five (5) years of the date of retirement, the District will make a monetary contribution to an account established in the employee's name with a District-approved 403(b) provider for the benefit of the Employee in the amount of \$75.00 per day of the remaining unused sick leave accumulated by the bargaining unit member.

3. OTHER RIGHTS: Nothing in this provision shall affect the rights of any employee or covered spouse or dependent under COBRA. In addition, any retiring employee covered by this Agreement may purchase from the District, at the employee's own expense, such health care coverage as may be available through the District (such as health, vision, and/or dental), if allowed by that insurance company contracted by District.

4. NOTICE REQUIREMENT: In order to qualify for any Retirement Benefits under this provision, employees must provide written notice to the District at least 3 months prior to the retirement date. These notice requirements may be waived by the Board, in its sole discretion, in the event of disability or hardship.

5. TAX COMPLIANCE: All elections made under this Section E, including the election among retirement benefit options set forth above, must be irrevocable and made in writing no later than the date the employee submits the notice of retirement required under Paragraph 4 above, and in no event later than the date the employee first has an unconditional right to receive the cash value of unused sick leave. No employee shall have the right to receive the cash value of unused sick leave in lieu of the benefit elected under this Section. All contributions made to a 403(b) account under this Section shall be treated as nonelective employer contributions for purposes of the Internal Revenue Code, subject to the annual additions limitation of Section 415(c) of the Internal Revenue Code rather than the elective deferral limitation of Section 402(g), and this Section shall be administered so as to avoid constructive receipt of income by the employee prior to actual distribution.

F. TRAINING REIMBURSEMENT

1. After the probationary period has ended, full-time employees in the bargaining unit may be reimbursed for tuition incurred in the pursuit of work related training/education within a job classification of any bargaining unit member covered by this Agreement. If work related training/education is outside the employee's job classification, the employee must show that the purpose for taking training/education is to improve his/her ability for job movement or promotion. A written request must be submitted to and approved by the Superintendent or designee prior to the employee incurring any expense.

Reimbursement will be made upon presentation of receipt for tuition expenses and evidence of satisfactory completion training/education. Satisfactory completion will be defined as a grade of "C" or better, or the procurement of a certificate/license - whichever applies.

Employees will be reimbursed in accordance with the following percentages of the actual cost of tuition paid per credit, but not to exceed the total amount of the cost of six (6) credits worth of the Part-Time Pennsylvania Resident per credit tuition rate at East Stroudsburg University.

The following are the applicable percentages:

Grade of "A" or "B" - 100%

Grade "C" - 50%

A Grade of "Pass" will be reimbursed at 100%. A Grade of "Fail" will not be reimbursed.

Reimbursements will be processed per fiscal year, with the year beginning on July 1 and ending on June 30 of the following year regarding course ending dates.

Credits completed will be reimbursed within 60 days after the official transcript or report of grades and Bursar's receipt and Request for Reimbursement have been submitted to the Superintendent's office. If an employee leaves prior to completion of the course or qualifying for reimbursement, no payment shall be made.

ARTICLE XII - ILLNESS OR DISABILITY

I. Sick Leave Days

1. Employees that work 10 months will be entitled eleven (11) sick days and employees that work 12 months will be entitled to twelve (12) sick days. Such leave shall be cumulative from year to year and the employee may use all or part of the accumulation any one year.

2. If an employee is quarantined because of illness in the immediate household, days of absence shall be considered as due to personal illness.

3. No employee's salary shall be paid if accidental injury is incurred while the employee is engaged in remunerative work unrelated to their employment.

4. Employees who are prevented by illness or injury from following their regular duties shall be required to furnish a doctor's excuse for an absence of three (3) or more consecutive work days.

5. Part-time Employees shall be entitled to ten (10) uncompensated leave days per year credited on the first day of the work year. Each day will be the length of the day the part time employee works. All days will be unpaid. Any absences beyond the 10 day annual allotment may be excused by the Superintendent upon showing of need. Otherwise absences in excess of the ten (10) day limit may result in a recommendation to the Board of Education to terminate the employee's service. Unused days shall not be carried over in succeeding years.

6. The Superintendent may require a doctor's excuse whenever abuse is suspected. It will be presumed that any identifiable sick leave use pattern is abuse, unless the employee can produce satisfactory justification.

J. Leave of Absence

Any employee who is unable to work due to personal illness or injury and who has exhausted all available leave may request a leave of absence without pay not to exceed six (6) months. A physician's statement of illness or disability must be submitted with the request and a statement of physical fitness must be submitted prior to the employee's return to employment. The employee will notify the District two (2) weeks prior to the desired date of their return to work.

K. Workers' Compensation

1. Any employee who is absent from work as a result of injury or illness which is eligible for coverage under workers' compensation shall receive their salary for five (5) days or until the worker's compensation becomes effective with said days not charged to the

employee's sick leave days.

2. At no time, unless contrary to law, will an employee benefit more from a combination of payments; i.e. workers' compensation, sick leave, personal leave, etc.; than if he/she are on regular salary. The combination of payments will accrue to the District, provided that the employee receives their regular salary.

3. While under Worker's Compensation, years of service do not accumulate toward retirement.

4. The District in its sole discretion may declare position vacant and terminate employment after employee has been on workers' compensation for a period of six (6) months without a date certain by employee's physician when employee may return to work.

ARTICLE XIII - TEMPORARY LEAVES OF ABSENCE

I. Paid Leave

Employees shall be entitled to the following temporary, non-cumulative leaves of absence with full pay each year.

1. Personal Leave

Full-time employees shall receive three (3) personal leave days per year and may accumulate up to five (5) personal leave days. Any unused personal leave days over five (5) shall be added to the employee's cumulated sick days.

Full-time District employees may have the option to relinquish two (2) sick days in exchange for one (1) personal day. This may not occur more than twice a year, between July 1st and June 30th of the requested year.

2. Jury Duty

Employees called to jury duty will be granted leave of absence while attending court. Evidence of such duty shall be presented to the Superintendent or their designee upon receipt of notice by the employee. Employees will continue to receive full pay during jury duty and employees must submit jury duty compensation to the District.

J. Unpaid Leaves

1. Parental Leave

a. Employees, male or female, shall be granted an unpaid leave of absence of up to one (1) year for the purpose of child-care, child-rearing, or dependent family care.

b. Such leave shall commence on the date established by the employee in consultation with the employee's physician, when applicable. Recommendations of the physician shall be made known to the Board. The Board shall be provided with no less than thirty (30) days notice of the commencement of the leave, whenever possible.

c. The employee shall be entitled to continue fringe benefits, at their own expense, where the provider's contract allows.

d. The Board shall be provided with at least sixty (60) days notice of the termination of such leave and the date of return to employment, whenever possible. The employee shall be returned to the same position held prior to the leave provided the position has not been abolished.

e. Such leave shall not be inconsistent with applicable state or federal laws, rules or regulations.

f. An employee may use paid leave, FMLA, and unpaid leave

in combination under this section, but all leave time shall not exceed one (1) calendar year except by approval by the School Board of Directors.

ARTICLE XIV - EMPLOYEE BENEFITS

A. Vacations

1. Full-time 12 month employees shall be entitled to be paid vacation each year (July 1 to June 30) in accordance with the following:

After probationary period ends	5 days
Two years	10 days
Five years	15 days
Ten years	20 days

2. All full-time 12 month employees will be entitled to carry over one (1) week/five (5) days' vacation from the previous year but not to exceed 25 days in any given year. Under no circumstance will the vacation exceed more than 25 days in a year. *Vacation Days may be taken through July 31st of the following school year. This shall apply to all 12 month employees under this contract.

3. Vacation periods for secretaries will be governed by seniority and will be scheduled at mutually agreeable times between the employee and the supervisor. No more than one (1) employee in each office will be granted vacation at the same time when school is in session.

4. Vacation periods for Custodians and Utility Custodians will be scheduled as follows: Employees may submit vacation requests for the following fiscal year to the Director of Operations on or before May 1. Requests will be scheduled based on seniority and subject to the following limits: no more than two (2) employees per category, and not more than a total of four (4) employees will be granted vacation at the same time when school is in session and no more than six (6) employees will be granted vacation at the same time during the summer when school is not in session. The categories for the purposes of granting vacations shall be custodian and utility custodian worker. All vacation requests must be approved by the Supervisor. The Supervisor will notify affected employees of scheduling conflicts no later than May 15 to allow these employees to select alternate dates. The vacation schedule will be published no later than June.

Employees who do not submit vacation requests or whose requests cannot be honored due to the above limits must schedule vacation with the approval of the Supervisor.

B. Holidays

1. After the probationary period has ended, full-time twelve (12) month employees will receive the following paid holidays, provided no teacher and/or student day is scheduled. Full-time 10-month secretaries will receive the following paid holidays, with the exception of holidays outside of the student school year

New Year's Day	Labor Day
President's Day	Thanksgiving Day
Good Friday	Friday following Thanksgiving
Easter Monday	Monday after Thanksgiving
Memorial Day	Day before Christmas
Independence Day (2 days)	Christmas Day

2. After the probationary period has ended, full-time ten (10) month employees (184 workdays or less) will observe the following holidays, provided no teacher and/or student

day is scheduled.

New Year's Day
President's Day
Good Friday
Easter Monday
Memorial Day
Labor Day

Thanksgiving Day
Friday following Thanksgiving
Monday after Thanksgiving
Day before Christmas
Christmas Day

3. With the exception for building checks, per Article IX, B 81 no bargaining unit member will be required to work during the Christmas/Winter holiday. No holiday will be lost if it falls on a Saturday or Sunday.

4. If it is necessary to schedule teacher and / or student days on any of the above-mentioned holidays, the employees will receive one and one-half (1 ½) times their regular rate.

C. COMPENSATORY TIME

1. Each year the District requires training for all employees. Secretaries, Coordinators, Network Analysts and/or Lead Network Analysts may, at their election, complete on-line trainings outside of their regularly scheduled workday, including doing this work from home. Under such circumstances, the bargaining unit member shall accumulate compensatory time ("comp time") in duration equal to that worked (or 1.5 times number of hours for hour worked in excess of (40) hours in the applicable workweek). Comp time accrued under this Section shall not exceed two hundred forty (240) hours, consistent with 29 U.S.C. § 207(o)(3). The scheduling of comp time is subject to the prior approval of the employee's supervisor, use of accrued comp time shall be permitted within a reasonable period after the employee's request unless such use would unduly disrupt the operations of the District. In the event requested comp time is not used or approved by the end of the contract year in which it was earned, or upon the employee's separation from employment, whichever occurs first the District shall pay the secretary and/or coordinator, Network Analyst and/or Lead Network Analyst in cash for the unused comp time, at a rate of pay not less than the average regular rate received by the employee during the last three (3) years of employment or the employee's final regular rate of pay, whichever is higher, consistent with 29 U.S.C. § 207(o)(3)(B), with such payment to be included in the last pay period of that contract year or, in the case of separation from employment, the employee's final paycheck.

2. Custodians, Utility Custodians, and Lead Utility Custodians who are required to report to work when other bargaining unit workers are excused due to inclement weather or other emergency shall receive their regular rate of pay for all hours worked during the closure, including any overtime that may be applicable. In addition to this regular pay, employees who report to work during an official closure, including delays and earlier dismissals, shall accrue comp time at a rate equal to the amount of time worked under such circumstances up to a maximum of eight (8) hours per school year. Comp time accrued hereunder shall be banked in the employee's leave balance. Employees may utilize this banked comp time as paid time off during the subsequent summer recess period and use of such time shall be permitted within a reasonable period after the employee's request unless such use would unduly disrupt the operations of the District. In the event requested compensatory time is not used or approved by the end of the summer recess period, or upon the employee's separation from employment, whichever occurs first, the District shall pay the employee cash for the unused comp time, at a rate not less than the average regular rate received by the employee during the last three (2) years of the employment or the

employee's final regular rate of pay, whichever is higher, consistent with 29 U.S.C. § 207(o)(3)(B), with such payment to be included in the first pay period of the new academic year, or in the case of separation from employment, the employee's final paycheck.

ARTICLE XIV-INSURANCE BENEFITS

Each Full-Time employee and spouse will receive the benefits outlined in the provisions of the contract and the requirements of federal and state law. Employee and dependent children are eligible for outlined medical benefits to the age of 26. Dental and Vision coverage for dependent children ceases when the dependent child is no longer a full time student or reaches the age of 23, consistent with the requirements of the law. Insurance benefits for full-time employees in the Bargaining Unit are required as set forth in appendix B of the Collective Bargaining Agreement.

ARTICLE XV - GRIEVANCE PROCEDURE

A grievance is an alleged misapplication or a misinterpretation of the terms and conditions of this Agreement.

The following steps will be followed in the Grievance Procedure:

A. Grievances in order to be considered and be subject to adjustments must be made in writing and signed by the aggrieved employee or employees. A grievance may be also filed on behalf of an employee or employees by the Association at Large. An Informal meeting will be held to resolve the issue before the grievance is formally filed. If not resolved, the grievance will be presented to the principal or other first level supervisor within fifteen (15) days after the grievance knew or should have known of the event giving rise to the grievance. The first level supervisor will render a written decision to the Association and the affected member(s) within ten (10) days after receipt of the written filing.

B. If the action in Article 8 Section I fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred to the Superintendent by the Association and within ten (10) teacher days of the supervisor's response in Article 8 Section I the Superintendent shall reply to the grievance within ten (10) days after the grievance is presented to the Superintendent in writing.

C. If the action in Article 8 Section II fails to resolve the grievance to the satisfaction of the affected parties the grievance shall be referred to the Board through its Secretary, in writing, within fifteen (15) days of the time permitted for the Superintendent's response. The Board shall reply at the next official Board meeting after receipt of notice of the grievance. A written decision of the Board will be provided to the grievant within ten (10) days after the meeting on the grievance. Failure to take action within the time period by the Board shall be considered a denial and the Association may take the matter to the next step.

If the action in Article 8 Section III fails to resolve the grievance to the satisfaction of the affected parties, within fifteen (15) days the Association Executive Council will determine if the grievance shall be referred to binding arbitration in accordance with Section 903 of the Pennsylvania Employee Relations Act. If the grievance fails to meet the criteria of Section 903 of the Act, the decision of the Board in Article 8 Section 111 shall be final.

The arbitrator will be selected by the parties jointly within ten (10) days after the Arbitration notice has been served. If the parties fail to select an arbitrator, the appointment of an arbitrator shall be made in accordance with the Labor Arbitration Rules of the Bureau of Mediation in effect on the date of execution of this Agreement.

The levels of supervision are:

Custodians/Utility Custodians, Utility Lead Custodians - Director of Operations,

Superintendent, Board

Cafeteria - Director of Food Service Management Company , Building Principal, Superintendent, Board

Central Office Coordinators (PIMS/Child Accounting Coordinator. Accounts Payable/Food Service Coordinator, Payroll Coordinator, Special Services Coordinator, Athletics Coordinator, District Reception Building and Grounds Coordinator) - Direct Supervisor, Superintendent, Board

Building Secretaries - Building Principal, Superintendent, Board

Paraprofessionals - Building Principal, Director of Special Services, Superintendent, Board

Cleaners - Director of Operations, Building Principal, Superintendent, Board

Special Education Staff (Special Education Paraprofessionals, Behavioral Support Interventionist, Behavioral Technicians, Licensed Nurses)-Director of Student Services, Superintendent, Board

Network Analyst/Lead Network Analyst - Director of Academic Programs and Technology, Superintendent, Board

"Days" as used throughout this procedure shall be scheduled employee work days except between school terms when days shall be those when 12-month District office personnel are scheduled to work. A grievance may be initiated at the level of the supervisor who made the decision/took action under which the grievance arose and who has the authority to render a decision to remedy.

ARTICLE XVI - PREROGATIVE OF THE BOARD

It is understood by the parties that under the laws of the Commonwealth of Pennsylvania the Board is forbidden to, and by this Agreement does not, waive any rights or powers granted it by such laws. Management of the Lehigh Area Schools is vested solely with the Board. The Board reserves to itself sole jurisdiction and authority over matters of policy and management.

ARTICLE XVII - NEGOTIATION OF A SUCCESSOR AGREEMENT

The parties agree to enter into collective bargaining over a successor agreement in accordance with the time schedule listed in Act 195 and Act 88. This Agreement shall not be modified in whole or in part by the parties except by an instrument, in writing, duly executed by both parties.

ARTICLE XVIII - SEVERABILITY PROVISION

Should any part or any provision herein contained be rendered or declared illegal by reason of an existing or subsequently enacted legislation or by a decree of a Court of competent jurisdiction or an unfair practice by final decision of the Pennsylvania Labor Relations Board, such invalidation of such part or portion of this agreement shall not invalidate the remaining portions thereof.

ARTICLE XIX - JUST CAUSE DISMISSALS

Dismissals shall be for just cause only. In the event that a dispute goes to arbitration, the arbitrator selected by the parties shall have the authority to modify the penalty imposed by the District.

ARTICLE XX - PRIOR PRACTICE

Prior to any grievance being filed by either party that this agreement and current board policies have

been altered by prior practice of the parties, the parties agree to meet and discuss the same as a prerequisite to filing any grievance.

ARTICLE XXI - EFFECTIVE DATE AND SIGNATURES

This Agreement is made and entered the day and year first written to be effective July 1, 2026, except as otherwise amended, and will continue in effect to June 30, 2030.

Lehigh Area School District
Board of Education

Lehigh Area Educational Support
Personnel Association

President

President

Secretary

Secretary

APPENDIX A - SALARY AND WAGES

SEE ATTACHED SALARY SCHEDULE

APPENDIX B - INSURANCE BENEFITS

A. Life Insurance

Group term life insurance coverage in the amount of \$50,000 will be provided for full-time employees under the age of sixty-five (65), with employees over the age of sixty-five (65) to be provided for on a decreasing schedule, covered by this Agreement and paid for by the District.

B. Medical Insurance

Every year during the open enrollment period, each bargaining unit member will have the option of choosing between the following plan options, with the District providing coverage for employee, spouse, and dependents until the dependent reaches the age of 26. Coverage year begins on July 1st each year, and continues through June 30th. Open enrollment period shall be for a 30-day period, beginning no later than June 1st each year. The District will provide notice of costs for the High Deductible/HSA plan and the PPO Plan for the following year at the time notice of open enrollment is announced, which announcement will not be later than June 1st. Each bargaining unit member will have the option to migrate between plans on an annual basis, and will not be required to remain with the plan chosen in the previous year.

Hospitalization coverage will be set forth as below.

For anyone not covered by the District in any way who selects to opt-out of health benefits shall be paid \$200.00 per month for twelve months with the first payroll of each month. Anyone who opts out shall not be required to cost share as a deduction from their payroll. Any employee may only opt back in for health coverage during the 30-day period prior to July 1st of each school year except in the case of a life changing event in which case immediate re-enrollment is permitted. The employee may elect to purchase dental and/or vision coverage for employee and/or family at District's cost during periods said employee has opted out of health benefits. This payment is not to become part of the permanent salary of the employee. No retirement will be taken out of said payment or paid on such payments.

Dependents may be enrolled in an employee's medical insurance plan through age 26.

1. 07/01/2026-06/30/2030 Benefits Plan Design remain the same as those in the collective bargaining agreement that expires on June 30, 2026.
07/01/2026-6/30/2030
 - A. HSA Design Option: \$250 Single/\$500 Multiples deductible in network
 - 1) District funding at \$1,750 single/\$3,500 Multiples
 - 2) 4% Equivalent rate employee contributions through mandatory payroll deductions
 - B. PPO Design Option: \$250 Single/\$500 Multiples deductible in network.
 - 1) Coinsurance-None
 - 2) Annual OOP Maximum \$7,350 single/\$14,700 all other
 - 3) Office Visit \$10 Copay

- 4) Specialist \$20 Copay
- 5) Urgent Care \$20 copay
- 6) ER \$75 Copay (waived if admitted}
- 7) Retail RX \$3/\$15/\$35/\$60
- 8) Mail RX \$3/\$15/\$35/\$60
- 9) Preventive Care covered at 100%

C. In 2026-2027, employee contributions will be four (4%) percent of premium equivalent, with 2026-2027 annual rates outlined in the chart below. These rates will become effective in the first payroll after ratification..

PPO	District Monthly Equivalent Rates		2026-2027 employee rates
EE	\$1312.68		\$24.23 per pay
EE & Spouse	\$2953.52		\$54.53 per pay
EE & One Child	\$2618.77		\$48.35 per pay
EE & Children	\$2756.60		\$50.89 per pay
Family	\$3806.72		\$70.28 per pay
HSA	District Monthly Equivalent Rates		2026-2027 employee rates
EE	\$1180.15		\$21.79 per pay
EE & Spouse	\$2655.35		\$49.02 per pay
EE & One Child	\$2354.40		\$43.47 per pay
EE & Children	\$2478.32		\$45.75 per pay
Family	\$3422.45		\$63.18 per pay

In each subsequent year of this agreement, employee contributions will be four (4%) percent of that year's premium equivalent capped at and no greater than a nine (9%) percent increase from the previous year's rate. If premium equivalent rates decrease from the previous year, the employee contribution will correspondingly decrease. The particulars of each plan, which plan designs remain unchanged from previous collective bargaining agreement, are as outlined in the Summaries of Benefits and Coverage statements (SBCs), which are attached hereto and made a part hereof as though set forth in full.

C. Dental Insurance

The District will provide family dental coverage to full-time employees. Coverage will be based upon current benefit design with an annual limit of \$2,000 per person. The District reserves the right to name the carrier and to alter the delivery system to remain comparable or better. Coverage for eligible dependents will be provided until age twenty-three (23) or to the age specified under the Affordable Care Act or other federal or state law, whichever is greater.

D. Coverages

All specifications of the coverage for hospitalization, dental and vision insurance are attached hereto and made a part hereof as though set forth in full.

All coverage for new employees shall become effective the first day of the first full month after the employee's probationary period in which they are employed in the Lehigh Area School District.

E. Vision Insurance

The District will provide Family Vision Coverage to a maximum premium of \$180.00 per full-time bargaining unit member. Any additional premium will be paid by each member of the bargaining unit as a payroll deduction.

Payment for an eye examination and refraction is limited to once every twelve (12) months for subscribers.

Payment for eye examination and refractive services is made on the basis of usual, customary and reasonable criteria.

Eye examination and refractive services include, but are not limited to:

1. Case history.
2. Visual acuity near and far.
3. External examination, including biomicroscopy or other magnified evaluation of the anterior chamber.
4. Objective, subjective and ophthalmoscopic examination.
5. Binocular measure.
6. Summary, findings and recommendations

Post-Refractive services consist of:

1. Ordering lenses and frames (facial measurements, lenticular formula, and other specifications).
2. Cost of materials
3. Verification of the completed prescription upon return from the laboratory.
4. Adjustment of the completed glasses to the patient's face.
5. Subsequent servicing (e.g. refitting, realigning, readjusting, tightening) for a period not to exceed ninety (90) days.

Payment for eye examination and refraction services will be made on the basis of 100% of the usual, customary and reasonable allowance or the amount charged (whichever is less). Payment for post-refractive services is made on the basis of the Indemnity Schedule allowance or the amount charged (whichever is less):

Upon ratification; and effective for the term of this contract, payment shall be made on the basis of the following schedule or the amount charged (whichever is less):

	PARTICIPATING PROVIDER	NON-PARTICIPATING PROVIDER
Routine Exam Once every 12 months**	Covered 100%	UD to \$30
-AND-		
Lenses Once every 12 months** Single Vision Bifocal Blended Bifocals Progressive Trifocal Lenticular Polycarbonate (under age 19) 1 Year Scratch Protection	Standard Glass or Plastic Covered 100% 100% 100% Controlled Cost 100% 100% 100% 100%	Up to \$30 Up to \$40 Up to \$40 Up to \$60 Up to \$60 Up to \$80 NIA N/A
Frame Once every 12 months	Covered 100% if within the plan's wholesale allowance	Up to \$40
-OR-		
Contact Lenses Once every 12 months** Elective Contact Lenses* Elective Contact Lens Fit Fee	Up to \$125 15% Discount	Upto \$125 N/A
Medically Necessary (requires prior authorization from VBA)	100% In lieu of an other materials/services	Up to \$250 In lieu of all other materials/services

All coverage for new employees shall become effective on the first day of the first full month after the employee's probation period in which they are employed in the Lehigh Area School District. In the case of change of carriers, the new Agreement shall not include a pre-existing condition clause.

All the specifications of the coverage shall be listed in a summary published by the insurance carrier for employees of the Lehigh Area School District. Parties acknowledge from time to time coverage may change based on recommendation of insurance underwriter. When possible, updates, changes, or clarifications of employee coverage as listed in this booklet will be furnished to the employees by the employer after such material has been received by the District office. A new document evidencing these changes will be incorporated in a new document drafted every five years incorporating any intervening changes. Parties acknowledge the insurance company shall be responsible for notifying parties of changes.

For married couples, the current primary insured shall remain the same and be responsible for the cost share. Starting July 1, 2026, any open enrollment changes that reflect married couples who are both full-time employees of the District and eligible for medical benefits, the Primary Insurance Carrier will be that of the individual who is receiving the highest salaried amount. In the event that the employee is covered under a different Lehigh Area School District contract, then only the primary insured shall be required to make a contribution under this paragraph. The employee may elect to make their contribution a pre-tax contribution towards Lehigh Area School District health benefit costs, which shall be divided by the number of pay periods. Each year the employee shall complete a Section 125 form or the prior year's election shall continue. Section 125 benefit levels will default if a new election is not made; however, the premium contribution will be adjusted accordingly.

APPENDIX C - NON-ECONOMIC BENEFITS

1. The Association shall be allowed the use of inter-school mail facilities and school mail boxes provided it doesn't interfere with regular school mail.
2. The Association shall be allowed reasonable time on the agenda of the orientation program for new support personnel employees to explain services available through the Association.
3. The Association shall maintain a place on the agenda of the first general meeting of all staff at the opening of school.

APPENDIX A: SALARY AND WAGES

	Current 2025-2026		2026-2027		2027-2028		2028-2029		2029-2030	
Position	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Paraprofessionals (1196 hrs/year)	\$ 17.58	\$ 21,021	\$ 18.33	\$ 21,923	\$ 18.98	\$ 22,700	\$ 19.63	\$ 23,477	\$ 20.28	\$ 24,255
\$1/hr pay differential for life skills Para										
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
12 Month Secretary (1820 hrs/year)	\$ 17.03	\$ 30,995	\$ 17.78	\$ 32,360	\$ 18.43	\$ 33,543	\$ 19.08	\$ 34,726	\$ 19.73	\$ 35,909
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
10 Month Secretary (1407 hrs/year)	\$ 17.03	\$ 22,656	\$ 17.78	\$ 25,016	\$ 18.43	\$ 25,931	\$ 19.08	\$ 26,846	\$ 19.73	\$ 27,760
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Central Office Coordinators (1820 hrs/year)	\$ 21.98	\$ 39,999	\$ 22.73	\$ 41,369	\$ 23.38	\$ 42,552	\$ 24.03	\$ 43,735	\$ 24.68	\$ 44,917
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Nurses (1288 hrs/year)	\$ 25.96	\$ 33,434	\$ 26.71	\$ 34,402	\$ 27.36	\$ 35,240	\$ 28.01	\$ 36,077	\$ 28.66	\$ 36,914
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Custodians (2080 hrs/year)	\$ 16.22	\$ 33,745	\$ 16.97	\$ 35,298	\$ 17.62	\$ 36,650	\$ 18.27	\$ 38,002	\$ 18.92	\$ 39,354
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Utility Custodians (2080 hrs/year)	\$ 17.31	\$ 35,995	\$ 18.06	\$ 37,565	\$ 18.71	\$ 38,917	\$ 19.36	\$ 40,269	\$ 20.01	\$ 41,621
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Lead Utility Custodians (2080 hrs/year)	\$ 18.34	\$ 38,157	\$ 19.09	\$ 39,707	\$ 19.74	\$ 41,059	\$ 20.39	\$ 42,411	\$ 21.04	\$ 43,763
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Network Analyst (1820 hrs/year)	\$ 25.96	\$ 47,243	\$ 26.71	\$ 48,612	\$ 27.36	\$ 49,795	\$ 28.01	\$ 50,978	\$ 28.66	\$ 52,161
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Behavioral Support Interventional (1196 hrs/years)	\$ 25.96	\$ 31,046	\$ 30.89	\$ 36,945	\$ 31.54	\$ 37,722	\$ 32.19	\$ 38,499	\$ 32.84	\$ 39,277
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Behavioral Technician (1196 hrs/year)	\$ 30.10	\$ 36,000	\$ 30.10	\$ 36,000	\$ 30.10	\$ 36,000	\$ 30.10	\$ 36,000	\$ 30.10	\$ 36,000
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Part Time Cleaners (855 hrs/year)	\$ 12.96	\$ 11,081	\$ 13.50	\$ 11,543	\$ 14.00	\$ 11,970	\$ 14.50	\$ 12,397	\$ 15.00	\$ 12,825
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Cafeteria Full-time & Head Cooks (1288 hrs/year)	\$ 15.14	\$ 19,503	\$ 19.09	\$ 24,588	\$ 19.74	\$ 25,425	\$ 20.39	\$ 26,262	\$ 21.04	\$ 27,100
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary
Cafeteria Part-Time (1012 hrs/year)	\$ 15.14	\$ 15,180	\$ 15.89	\$ 16,081	\$ 16.54	\$ 16,738	\$ 17.19	\$ 17,396	\$ 17.84	\$ 18,054
	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary	Starting Base	Yearly Salary

2026-2027 Increases

\$1.50 per hour- All Full
Time Staff and All
Cafeteria Staff
\$.75 Part-time cleaners
Per hour

2027-2028 Increases

\$1.25 per hour- All Full
Time Staff and All
Cafeteria Staff
\$.75- For Part-time cleaners
Per hour

2028-2029 Increases

\$1.25 per hour- All Full
Time Staff and All
Cafeteria Staff
\$.75- For Part-time cleaners
Per hour

2029-2030 Increases

\$1.25 per hour- All Full
Time Staff and All
Cafeteria Staff
\$.75- For Part-time cleaners
Per hour